

USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 27 OCTOBER 2006

**I. CEFMS:**

A. We corrected the Employee Electronic Funds Transfer (EFT) Information Screen to not allow invalid EFT type codes. One invalid code was entered by mistake several months ago, and when it was used to make an employee travel payment, it caused the EFT file to the Federal Reserve Bank to abort.

B. We completed testing and released to the UFC the Disbursing Officer's Check Register Screen. We made changes necessary to progress to the next phase in the Public Key Infrastructure (PKI) functionality.

C. We are researching numerous account receivable billings that are delinquent. Pricewaterhouse Coopers (PwC) auditors are asking for explanations on why some bills are using simple vs. compound interest, some bills are computing no interest, and some appear to be using an incorrect interest rate to compute the interest.

D. The programming to change travel advances processing will be delayed. In addition to using the funding cited on the travel order, we are now going to post the advance as a prepayment transaction. This will involve creating payables and updating obligation\_line\_item when an advance is certified. This option will provide more accurate accounting records and will provide visibility to the activities as to how the advance affects their funds. Prepayments will be a new function in CEFMS. We are working on the new correlations, new data fields, new account phases and other table changes to record prepayments. Once this change is in place for travel advances, other CEFMS functionalities will be able to record prepayment transactions as well. We have had requests for prepayments on Government Orders and possibly others areas.

E. We modified the view for travel disbursements so the correct depart and return dates (1998 instead of 2098) are displayed when users view prior disbursed travel settlements.

F. We researched a P2 error message received by a user when attempting to amend a travel order. We determined that current edits prevent a travel order from being amended if there is no available money on the project. This is true even if the user intended to create an amendment with no dollar change. The USACE activity provided the information to

be corrected on the order and we wrote a programming change to set the reimbursement method to Actual Expense-Lodging (AELP) to expedite the voucher/settlement processes so the traveler can be paid. We will discuss this issue with P2 experts and determine if there is a better solution to this problem in the future.

G. During the month, we advised USACE activities on specific travel issues where user error prevented a travel order, voucher or settlement from processing. We prepared programming changes for activities where errors could not be corrected via screen entries.

H. CEFMS has an edit to prevent a new pay period from being opened if there are unsigned time and attendance (T&A) records. Yet, two Customer Service Representatives were still able to open pay periods with unsigned T&A records, and the unsigned records were stored in the time\_certification table. Because we could not duplicate the problem, we added a constraint to time\_certification preventing unsigned T&A from being recorded there.

I. We loaded new National Security Personnel System (NSPS) pay codes in the appropriate HQUSACE data manager table.

J. We assisted several USACE activities in copying/executing their personnel interface file, and are working on a way to automate more of the related procedures.

K. We have been conducting testing of the Standard Procurement System (SPS) with the Resident Management System (RMS). All testing was conducted using the CEFMS test database to originate, approve, and certify contractual purchase requests. The purchase requests were interfaced with SPS and the Seattle District (CENWS) developed the contracts which were approved by the CEFMS office and then transmitted to RMS. Once the testing is completed, implementation will take the place of the RMS/SPS interface. A date has not been set. Weekly teleconference meetings chaired by the USACE POC for acquisition and supporting systems are held with a Central Processing Center POC, Western Processing Center POC, CEFMS office POC, RMS POC, and SPS System Administrators from all USACE activities. The meetings cover topics on the Federal Procurement Data System - Next Generation (FPDS-NG) and the SPS Increment 2 Upgrade and future upgrade to Increment 3.

L. We modified the foreign currency certification process by disallowing users to query, edit, and recertify via arrow keys the already-certified foreign currency vouchers. This modification should stop any sporadic occurrences from causing out-of-balances.

M. We developed and implemented an unfilled customer order variance report which can be executed from the CEFMS Funding Reports Menu to facilitate identification and correction of unfilled customer order variances.

N. We monitored the cost share automated withdrawal program. For 14 Oct 06, the program withdrew \$33 million from sponsor advance accounts and \$6 million from sponsor work-in-kind accounts for 1064 sponsors. The program also closed six cost share projects. The Cost Share Automated Withdrawal Report provides this information by Field Operating Activity (FOA).

O. We monitored the Cost Share Completion Summary Report. As of 16 Oct 06, USACE had 1845 active cost share projects. Additionally, there were 1024 cost share projects that were either fiscally or physically complete and should be closed out. An email is sent to cost share responsible employees each month advising that these projects should be closed. The Cost Share Completion Summary Report provides this information by Field Operating Activity (FOA). The report is available for USACE activities and provides a count by FOA of the number or cost share projects in various stages of completion. USACE users may print the report using the cost share reports option or have it automatically emailed by having their local data manager complete email Notification Screen 10.92.

P. Effective FY2007, CEFMS has been modified to record cross charge labor income for the performing activity under the appropriate work category element based on the expense appropriation for the requesting FOA.

Q. We generated universe text files of civil works cost type construction-in-progress (CIP) to expense (EXP) transactions during FY04 and FY05 and made this information available to HQUSACE (CERM-F), DoD IG and PwC auditors as requested.

## **II. PROBLEM REPORTS/IMBALANCES:**

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	768	747
Priority #1 Problems	95	106

We received 155 new problem reports and completed 134 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	54	48
One	4	6
Two	1	1
Three	0	3
Four	0	1

III. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON:	213
HUNTSVILLE:	25
USACE HQ:	1
TOTAL:	239

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH Oct 01-24	YEAR TO DATE Oct 01-24
CHECKS:		
CHECKS ISSUED	5,613	5,613
PERCENT OF TOTAL	8%	8%
DOLLAR AMOUNT	\$60,486,464	\$60,486,464
EFT:		
TRANSFERS MADE	38,899	38,899
PERCENT OF TOTAL	92%	92%
DOLLAR AMOUNT	\$294,427,236	\$294,427,236

\*percentages adjusted for utility checks which do not have to participate in EFT

C. MILITARY ACCOUNTING REPORT ACCURACY RATES: ENDING SEP 06

- Unmatched Disbursements for Military Appropriations:  
USACE exceeds DFAS Goal
- Transactions by Others (TBO) Greater than 30 days, less than 120 days for Military Appropriations:  
USACE exceeds DFAS Goal
- TBO Greater than 120 days for Military Appropriations:  
USACE did not meet the DFAS Goal. Three Interfund charges were reflected on the greater than 120 listing.
- Integrated Command Accounting Report (ICAR) for Military Appropriations:  
USACE Accuracy Rate was 99.2%
- US Standard General Ledger Trial Balance Report for Military Appropriations:  
USACE Accuracy Rate was 99.6%
- Disbursing Statement of Transactions (SOT) SF1220 for Military Appropriations:  
USACE Accuracy Rate was 99.8%
- Command Expenditures Errors (CER):  
ICAR does not reconcile with SOT (SF1220)\*  
\*USACE had 0 errors.

**IV. OTHER UFC ISSUES:**

A. The CFO/Civil Reports Division completed submission of the FY 2006 year-end Civil Works Balance Sheet, Statement of Net Cost, Statement of Changes in Net Position, Statement of Budgetary Resources, Statement of Financing and accompanying footnotes. We met the all reporting deadlines. We received questions over the weekend from the Office of the Undersecretary of Defense-Comptroller (OUSDC) after their review of our statements and notes. The statements and notes had three levels of review at OUSDC - one analyst and two management levels. Responses were provided within the required timeframes of six-hour turnaround for OUSDC analyst review and four-hour turnaround for OUSDC management review. We continue to participate in daily teleconferences regarding the statements, notes and other issues until the statements are submitted to the Office of Management and Budget.

B. The CFO Eliminations Team reconciled accounts payable/receivable and expense/revenue with other Department of Defense agencies that hold a waiver from buyer-side elimination adjustments on the FY 06 CFO statements.

C. We provided the CFO financial statements, Defense Departmental Reporting System (DDRS) 4<sup>th</sup> quarter journal voucher logs, trial balances, SF-133 reports and DDRS report map to the PwC auditors.

D. The Federal Agencies Centralized Trial Balance System (FACTS) year-end budgetary reporting, the Treasury Report on Receivables Due from the Public, and Monthly Receivable Report submissions are complete.

E. By using the new Trading Partnership Agreement with Federal Emergency Management Agency (FEMA), the UFC successfully pulled \$319 million via the Intra-Governmental Payment and Collection (IPAC) System to settle open FEMA disaster bills in October 06.

F. The National Recreation Reservation Service (NRRS) contract for online reservations and special recreation user fee collection at USACE recreation site was awarded in June 2005 to ReserveAmerica. This contract has been under litigation, but has now been settled. The Stop Work Order, dated 18 Aug05 and issued to ReserveAmerica, has been cancelled. It is now possible for work to resume. The NRRS Team and ReserveAmerica have begun discussions in regard to the implementation of the new NRRS contract. Personnel from the Finance Center will be attending the implementation meetings with ReserveAmerica, NRRS and the other federal agencies in an effort to minimize the implementation impact collection of recreation fees at USACE activities.

G. The Travel Division is processing PCS vouchers received on 12 Oct 06.

H. On 16 October, the Naval Support Activity Mid-South issued the final report on its recent safety inspection of our building. There were minor findings regarding primarily the need for ground fault interrupter receptacles or for de-energizing some receptacles. All corrective actions have been completed and noted in the final safety report and a copy provided to our bargaining units.

I. Contractors began work 23 October on the upgrade of our building access control system. This project will allow better surveillance of activities within and around our building on a 24/7 basis and thereby, significantly enhance both personnel and physical security at the Finance Center. The project should be completed about 2 Nov 06.

J. On 25 October, we signed the Memorandum of Agreement (MOA) with the USACE Logistics Activity (ULA). The MOA describes administrative support the Finance Center will provide for the USACE Logistics Center employees located here in Millington as well as those ULC employees at local delivery points and regional liaison locations. We also agreed on the estimated cost of that support for FY07 and the FY07 operating finance and accounting support costs.